

**COVENTRY HOUSING AUTHORITY**  
**MINUTES**  
**OCTOBER 16, 2013**

**The Chairman, Robert DiPadua, called the meeting to order at 4:30 and the following commissioners were present: Rosalie Jalbert, R. David Jervis, Rebecca Parenteau and Maurice DeGraide. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.**

**MINUTES:**

**Motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to approve the minutes of the September 18, 2013 meeting as presented. Motion carried with all in favor.**

**TREASURER'S REPORT:**

**After review of expenditures, motion was made by Commissioner DeGraide and seconded by Commissioner Jalbert to approve the Treasurer's Report as submitted. Motion carried with all in favor.**

**Year to Date Financials through August 31, 2013 show that in Public Housing, reserves remain at 97% with revenue 4% over**

**budget. Routine expenses are under budget and costs are being controlled as much as possible due to sequestration efforts.**

**In the Housing Choice Voucher Program, expenses continue to be maintained to incorporate the severe cuts in Admin Fee funding. The Authority will realize a loss in CY 2013 which will hit the \$96,811 reserve.**

**In the Management Program, earned management fees continue to pay expenses appropriated to each development as well as make an unrestricted reserve for the Authority.**

## **EXECUTIVE DIRECTOR'S REPORT:**

### **1. Government Shutdown**

**Julie reported that at this time the Authority is not experiencing any affects of the shutdown.**

**Public Housing agencies continue operations.**

**Although Public housing authorities are not part of the federal government and would not shut down, administrative and funding are provided by the federal government and some agencies may need to reduce or change their normal operating hours.**

**Most of HUD's functions have ceased and all 80 HUD field offices are closed.**

**HUD will be unable to fund additional payments to housing authorities for operations, however most have the necessary funds to continue providing rental assistance for the rest of the month.**

**HUD will be unable to provide additional funds for the HCV program. October payments were distributed to the landlords.**

**The FSS NOFA is out, however there will not be any reviews until the shutdown ceases.**

**According to Julie, the biggest concern would be that there is no money allocated on November 1st to pay landlords. More information will be available after tonight's vote in Congress.**

**2. Julie reports that the FEMA claim could be closed before year end. The Authority is anticipated to receive just over \$5,000.**

**3. The Authority received notification that a small additional distribution of unused 2012 carryover funds was being allocated to all housing authorities. \$236 was received.**

**4. Smoke-Free Housing is running well. The non-profit board approved the implementation of Smoke-free housing for Golden Ridge and meetings are being held with the residents, with the program expected to be implemented by year-end.**

**5. Fraud investigations continue and one household has been terminated from the program to date.**

**6. The Maintenance Department is performing well under the new procedures. Julie continues to meet with the department once a week.**

**7. Maria, Dale and Julie will be attending the Rhode Island Housing mandatory tax credit compliance seminar on Wednesday, October 9th.**

**8. Julie brought the board up to date on PHARI news.**

#### **MAINTENANCE REPORT:**

**Julie reported that the Maintenance Report format will be changing. Instead of itemizing the number of work orders, more information will be included on the assets of the Housing Authority.**

#### **HOUSING REPORT:**

**Public Housing has been all leased up, however there are two vacancies now. The Housing Choice Voucher numbers have been going down but there are eight vouchers out. In the management program, vacancies are being leased back up.**

## **RESIDENT SERVICE COORDINATOR:**

The URI Pharmacy Outreach program provided a presentation for seniors on fall prevention. As part of the RI Department of Health Initiative for Health, they provided nightlights and educational brochures to give out at the URI presentation.

## **FAMILY SELF-SUFFICIENCY:**

The NOFA application has been submitted. When the government reopens, the deadline will probably be extended.

A job club has started for those in the program looking for employment. Erin will be demonstrating how to use the state DLT website, Job Bank RI and other websites to maximize their search. CCRI was at the Authority today to meet with clients.

## **COMMITTEE REPORTS:**

**Building Committee:** The ramps at Knotty Oak Village should be completed by the next board meeting.

## **UNFINISHED BUSINESS:**

**Dedication to Commissioner Jacques:** Commissioner DeGraide stated that he checked the plaques for former Commissioners Rekas

and LaColle and the one for Commissioner Rekas has more writing on it. He feels that it would be appropriate for the stone for Commissioner Jacques to be placed near the flagpole.

Commissioner Jervis checked on benches. Discussion was held regarding the possibility of a bench, however it was decided that it would be better to have a stone because that is what was done for the other commissioners. Chairman DiPadua stated that he would prefer a stone at the flagpole as Ed was proud of his service both to the board and his military service.

Attorney Capaldi stated that the dedication for Commissioner Jacques should recognize his service to his country as Captain in the US Army Air Corp, as well as his service both to the board and the town of Coventry. He stated that Commissioner Jacques had been scheduled to be inducted into the Aviation Hall of Fame in November. Upon conclusion of discussion, motion was made by Commissioner Jalbert and seconded by Commissioner Jervis to begin the process of obtaining a stone as soon as possible and to have Commissioner DeGraide, Julie and Attorney Capaldi be a part of the process. Motion carried with all in favor.

#### **OPEN DISCUSSION:**

Julie brought up discussion about a flag that the Town of Coventry has flying on Route 117. This flag has the Town Seal on it and she stated that she believes the town

**sells them and she would like to obtain one. Commissioner Jervis stated that he would get in touch with the Town regarding this flag.**

**There being no further business to discuss, motion was made by Commissioner Jervis and seconded by Commissioner DeGraide to adjourn. Motion carried with all in favor.**

**GAIL T. WOODWARD**  
**RECORDING SECRETARY**